

2017

## Mid State ACT Program (part 4)

Sigma Phi Epsilon

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ΣΦΕ  
Illinois Nu  
Brotherhood Member  
Resources  
Eastern Illinois  
University  
September 15, 2006

# BALANCED MAN PROJECT OVERVIEW

First implemented by Sigma Phi Epsilon in the fall of 1992, the Balanced Man Project is the Fraternity's leadership development program. It is a self-paced membership experience for undergraduates that is based on achievement in the chapter and the community.

The Balanced Man Project builds brotherhood by developing individual members through mentoring and community service. Brotherhood is also strengthened by developing the group through chapter experiential learning activities and enhanced Ritual ceremonies. As members progress through the challenges, their ability to lead and serve will be tested and, through mentoring, nurtured.

Implementing the Balanced Man Project provides chapters with many advantages including:

- Group activities which provide increased opportunities for brotherhood and fun;
- Many different Mentors throughout college, in addition to a Big Brother;
- Opportunities to impact the community through community service;
- Improved academic support through mentoring and goal setting;
- New support materials which provide guidance for the personal development of each member;
- Utilization of community Mentors in addition to alumni volunteers.

The methods used in the Balanced Man Project for leadership development are: mentoring, community involvement, learning by doing, and brotherhood. What follows is a synopsis of how each component is utilized in the Fraternity.

## MENTORING

A mentor is an individual who serves as a positive role model and is a source of support and guidance. A mentor oversees the development of his mentee by teaching, counseling, and supporting him in his endeavors.

When you search for a mentor, seek a person whom you respect because of his talents, values, and experience. Your mentor may be older or younger, but always choose someone from whom you can learn and who will provide you with honest feedback and advice.

After the Sigma Challenge, you will have the opportunity to select a mentor. He will aid you in setting personal goals and establishing action plans. Frequently, he will become a lifelong friend. The best mentor/mentee relationships involve regular communication, clear expectations, and the sharing of dreams. Mentoring is brotherhood in action!

Historically, such relationships are varied and involve different levels of interaction. Examples of mentoring relationships are:

- Vince Lombardi and the Green Bay Packers
- Yoda and Luke Skywalker
- Batman and Robin

As a mentee, you will have the opportunity to learn. As a mentor, you will have the opportunity to teach and positively influence a member of Sigma Phi Epsilon. Mentors are the stewards of the Fraternity's cardinal principles.

## COMMUNITY INVOLVEMENT

By defining your community as your campus and the area surrounding campus (whether it is a city, town, or rural area), expectations for community involvement open up a world of activities and opportunities. Community involvement gives you experiences meeting and working with many people of different backgrounds and diverse experiences. Through such contact and involvement, you will learn what issues face your community, how you can be helpful to your community, and how to work well with others.

The Balanced Man Project encourages community involvement in a variety of arenas. Specifically, you have opportunities to be involved in campus organizations as both a participant and leader, in intramurals, in community operations awareness (i.e. visiting a city council meeting), and in service learning.

Service learning is community service that involves direct contact and personal effort in meeting the needs of the community. This type of service involves selfless volunteering that impacts your community. Service learning provides you with the opportunity to learn from others.

A service learning project could mean working to feed the homeless, providing day care for the children of working mothers, or tutoring adults in a literacy program. It could also mean building a house, driving an elderly neighbor to the grocery store, or working in an animal shelter. Whatever the size or type of community, the opportunities for service learning are plentiful and varied.

Combined with personal reflection and discussion, service learning can teach you much about yourself and your community. For instance, ask yourself:

- What am I learning about and from the people I am working with in my community?
- What am I learning in relation to my on-campus experiences both inside and outside the classroom?
- What am I learning about society and myself?

Service learning and other elements of community involvement are critical to leadership development. Through such involvement, you will become a balanced individual who has

developed empathy for his neighbors, a broader world view, and a dedication to responsible citizenship for a lifetime.

## LEARNING BY DOING

From every experience you have in life you can learn a valuable lesson. While some of these experiences are more structured than others, the Balanced Man Project offers a wide range of opportunities. You will learn through your involvement in the chapter, on committees, with your mentor, and even in more structured activities. These planned, structured activities are generally known as experiential learning activities.

An experiential learning activity is a planned challenge that requires chapter participation, problem-solving, and cooperation. Sig Eps create brotherhood through individual contributions to these group activities. Examples of experiential learning include high ropes courses, team-building activities such as trust falls, and problem-solving activities such as "The Muese" (see *The Lexicon*).

The frequency of these "Learning By Doing" activities contributes to the leadership development of a chapter's members. You will enhance your self-awareness and increase your self-confidence. This, in turn, will sharpen your leadership skills. Additionally, they also nurture brotherhood by improving chapter communication, motivation, and cooperation.

Experiential learning builds and maintains a strong brotherhood!

## BROTHERHOOD

Men join the Fraternity for fellowship, the opportunity to experience personal growth, and brotherhood. It is addressed by providing many opportunities, both traditional and innovative, for the members of the Fraternity to enjoy their college years. The traditional opportunities are formals, homecomings, and sharing meals. The innovative opportunities involve groups of men participating in community service projects, experiential activities, and mentoring, which culminate into chapter celebrations. These celebrations also develop and reinforce the bonds of brotherhood.

The advantage of the Balanced Man Project lies in the fact that the traditional components of brotherhood do not change. The first three BMP Building Blocks—mentoring, community involvement, and learning by doing—all work together to provide new opportunities for the increased enjoyment of fraternal life and brotherhood. The variety of group activities in Balanced Man Project chapters results in increased enjoyment of college life and a more fulfilling fraternity experience for all those involved.



# BMP DEFINITIONS

**Action Plan:** Each challenge has a section in *The Quest* which assists a member in the achievement of goals by establishing a dated plan.

**Building Blocks:** The methods used for membership and leadership development in a Balanced Man Chapter. There are four building blocks that act as a thread connecting each of the four challenges. They are: mentoring, community involvement, learning by doing, and brotherhood.

**Challenge:** A set of expectations that a member must complete in a specific period of time. The BMP has four challenges (Sigma, Phi, Epsilon, & Brother Mentor).

**Challenge Coordinator:** An undergraduate member who is in charge of each challenge. His responsibilities include assisting each member in the challenge with the expectations that must be completed. There are four Challenge Coordinators (Sigma, Phi, Epsilon, Brother Mentor).

**Covenant:** A commitment made between each new member and his chapter. Each promises to contribute to the development of the other through dedicated service and respect. A copy of the document is located on the inside cover of *The Quest*.

**Expectation:** An activity that each member must complete as part of his chapter experience. Each challenge of the Balanced Man Project consists of a series of expectations that focus on the member's development through personal, chapter, and community activities.

**Fellow:** A member who has applied to be in the Fellow Challenge, has completed the expectations for that challenge relating to service, leadership, and academics, and has been acknowledged by the Grand Chapter as a Sigma Phi Epsilon Fellow.

**Journey of Brotherhood:** Defines the very essence of the project. Brotherhood (like success) is not a destination. It is a journey.

**Implementation:** The process of integrating the Balanced Man Project into a chapter's operations.

**The Lexicon:** A complete resource book for the VP Development. It serves as an idea bank for members as they search for new, creative ways to meet the expectations of each challenge. Information on goal setting, mentor development, and experiential learning is included.

**Lifetime Membership Fee:** A one time fee of \$220 is paid when a man joins.

**Membership Lapsing:** If a member does not complete a challenge in the required time, his membership is rescinded and he is removed from the roles of the fraternity.

**Mentor:** A guide who shares his knowledge and experience with a less experienced member to ensure success throughout the chapter, college, and life. During a member's college experience, he will have four different mentors from whom he can learn and benefit.

**Milestones:** Questions at the end of each challenge which will guide a member in reflecting upon his experience in that challenge. This reflection will better prepare him to mentor a less experienced man in the future.

**Rite of Passage:** A Ritual ceremony in which a member moves on to the next challenge. For example, the Phi Rite of Passage is conducted when a man moves in to the Phi Challenge.

**The Quest:** The workbook which charts a members journey through the BMP.

**Volunteer Challenge Coordinators:** Volunteers who assist the undergraduate coordinators in each challenge.

# SIGMA CHALLENGE

**Objective** To Adjust and Assimilate into the Chapter and Campus Community

**Duration** 4—6 weeks

## Expectations

### Self

- Complete the Sigma Challenge Action Plan with your Mentor.
- Develop three personal written goals.
- Review and understand the symbols of the Fraternity.
- View the "Academic Success" video. Discuss it and complete "The Keys to Success" with your Mentor.
- Complete the Milestones section of this challenge.
- Recruit your Mentor for the Phi Challenge.

### Chapter

- Complete the Covenant on the inside cover of The Quest.
- Complete and send to Headquarters the new member form.
- Be an active participant in the chapter's recruitment efforts.
- Become acquainted with the men of the chapter.
- Review "Part III—Responsibility: Sigma Phi Epsilon" in The Lifetime Responsibility of Brotherhood with your Mentor.

### Community

- Participate in a community service project.
- Participate in the chapter's Campus Orientation Program.

# PHI CHALLENGE

**Objective** To Understand the Benefits of Fraternalism

**Duration** 12 weeks—1 year

## Expectations

### Self

- Complete the Phi Challenge Action Plan with your Mentor.
- Develop three personal written goals.
- Address "Respect for Self and Others" issues:
  - A: Substance Abuse: Alcohol and Other Drugs
  - B: Relationships: Diversity, Sexism, Date Rape
  - C: Health: AIDS, Weight, Time, Money
- Develop gentlemanly behavior: etiquette and sportsmanship.
- Complete the Milestones section of this challenge.
- Recruit your Mentor for the Epsilon Challenge.

### Chapter

- Participate in the planning of the chapter's experiential learning event.
- Be an active participant in the chapter's recruitment efforts.
- Discuss chapter operations with your Mentor.
- Volunteer as a Mentor to a member in the Sigma Challenge.
- Become involved in intramurals.

### Community

- Participate in a community service project.
- Be actively involved in at least one campus organization.
- Attend an IFC/Panhellenic/NPHC meeting or executive committee meeting.
- Meet with the Greek Advisor—either alone or with a group of members in the Phi Challenge.

# EPSILON CHALLENGE

**Objective** To Explore the Issues a Servant Leader Faces

**Duration** 12 weeks—1 year

## Expectations

### Self

- Complete the Epsilon Challenge Action Plan with your Mentor.
- Develop three personal written goals.
- Participate in a mentor development program.
- Address values and ethics.
- Enhance your appreciation of the arts (language, classics, fine arts).
- Complete the Milestones section of this challenge.
- Recruit your Mentor for the Brother Mentor Challenge.

### Chapter

- Serve as a member of a chapter committee.
- Participate in the planning of the chapter's service project.
- Be an active participant in the chapter's recruitment efforts.
- Volunteer as a Mentor to a member in the Phi Challenge.

### Community

- Design and implement an individual service project (minimum 30 hours).
- Serve as a leader in another organization.
- Enhance your knowledge of at least one aspect of community operations such as attending a city council meeting.

# BROTHER MENTOR CHALLENGE

**Objective** To Develop and Utilize the Skills of a Servant Leader

**Duration** Until graduation, provided the member continues to meet the requirements of membership.

## Expectations

### Self

- Complete the Brother Mentor Challenge Action Plan with your Mentor.
- Develop three personal written goals.
- Work on your résumé each semester.
- Complete the Milestones section of this challenge.
- OPTIONAL: Declare intent to become a Fellow.

### Chapter

- Serve in some capacity as a chapter leader.
- Continue your intramural involvement.
- Be an active participant in the chapter's recruitment efforts.
- Volunteer as a Mentor to a member in the Epsilon Challenge.

### Community

- Participate as a leader in a campus organization.
- Continue to participate in community service (minimum is participation in the chapter's service project).

# FELLOW CHALLENGE

*\*\*A member must complete an application process to be admitted to this challenge.*

The Sigma Phi Epsilon Fellow should exemplify the essence of what the Fraternity embodies: virtue, diligence, and brotherly love. This brother must show excellence in academics, leadership, and above all, service to his fellow man. The Sigma Phi Epsilon Fellow models the ideal of the Balanced Man.

To become a Fellow Candidate, a member must:

- Have at least a 3.0 grade point average on a 4.0 scale.
- Have served as a leader in at least one campus organization.
- Submit a completed application, including the service project description and recommendations.
- Attain a majority vote of the Balanced Man Project Advisory Committee.

To become a Sigma Phi Epsilon Fellow, a Fellow Candidate must:

- Have gone through the Brother Mentor Rite of Passage.
- Have completed his proposed 500 hour or 60 day service project and addressed the five critical areas of community service.
- Submit a final summary report to the Balanced Man Project Advisory Committee.

## The Creed of Sigma Phi Epsilon

I believe in the American college fraternity. I believe in Sigma Phi Epsilon. I believe in this Fraternity because it would have me strive in every way to live up to the high principles for which it stands. These are **Virtue, Diligence, and Brotherly Love.**

I believe that the word **Virtue** is an inclusive term; that it is not enough that I be merely passively virtuous: I must be positive on virtue's behalf. Therefore, I will stand aggressively for honesty in all walks of life, and I will speak cleanly, play cleanly, and live cleanly. Whenever I can, I will oppose lawlessness and vice.

I believe that unless I succeed in being **Diligent**, I cannot be a good Fraternity member. Believing that my Fraternity can be no greater than any of its members, I shall strive to make it so high and so worthy that men will consider it an honor and privilege to belong to it, and will strive to be admitted to it. I will not offer concessions to an individual to secure his affiliation, for thus making concessions makes the man more noteworthy than the Fraternity and hence only succeeds in lowering it in his estimation as well as mine.

I believe that **Brotherly Love** must be given in order to be received, and that it cannot exist without triumph of the principles of **Virtue and Diligence**, for these are essential parts of it.

I believe that a man will be made better for having been a member of my Fraternity. I know that I cannot expect the Neophyte to be a finished product. Rather I will try to discover whether or not the environment and contact of men with high ideals will make of him a good Fraternity man.

I believe that as a good Fraternity member I must share a rich kinship of spirit with my brothers. Yet I realize that the members must be men of diversified abilities and talents. Among them are to be found the scholar, the athlete, the builder and craftsman, and the organization leader. But the scholar cannot make a fraternity. Nor can the athlete. Nor the craftsman. The good Fraternity member must be par excellent in manhood.

I believe that to be a good member I must be loyal to my Fraternity. In order to be loyal to it, I must love it. In order to love it I must strive constantly to make it worthy of my love. To be loyal to my Fraternity, I must gain a knowledge of it so that I may understand it. I have an obligation to understand what brotherhood means.

I believe that in any organized society group rights and privileges are based on individual rights and privileges; that in my Fraternity I possess the same rights and privileges and have the same duties as my fellow members. Therefore, I shall at all times duly respect the rights of others.

I believe that obedience to the laws of my community and my country is essential to good citizenship; that the laws and rules of my Fraternity and my chapter are intended to regulate the actions of its members, one with another, and that without fidelity to those laws and rules I cannot be a good citizen and a worthy member of Sigma Phi Epsilon.

I believe I should be generous with the faults of a brother, as I should wish him to be with mine.

**"No one could tell me where  
my soul might be; I searched  
for God but He eluded me;  
I sought my Brother out  
and found all three."**

**Ernest Howard Crosby**

## **THE SIGMA PHI EPSILON FRATERNITY THE CARDINAL PRINCIPLES AND THE BALANCED MAN CONCEPT**

The introduction of the Balanced Man Concept to the Fraternity in 1989 was heralded as a great step forward for our Fraternity. The efforts to implement its tenets, however, have caused confusion on the part of some of our members, particularly with regard to the proper relationship between the Cardinal Principles and the Balanced Man Concept. It is apparent that this relationship needs to be clarified.

There was and is no intent on the part of the proponents of the Balanced Man Concept to displace the Cardinal Principles of the Fraternity. The Ritual of Sigma Phi Epsilon clearly states that Virtue, Diligence and Brotherly Love are the Cardinal Principles of the Fraternity. The Ritual is the most highly conserved document in the Fraternity's history; as demonstrated at the last three Conclaves, the 1907 version and the current version are virtually identical at their core, and the only variations between the two are minor wording changes to update the language. Therefore, the Ritual remains our primary guide as a Fraternity. The Ritual of Sigma Phi Epsilon Fraternity is an historic and singular document. No other fraternity has our Ritual. It is at the core of our success as the leading fraternity in the world, and it is the ultimate source of our uniqueness. The Cardinal Principles, as stated in our Ritual, are based on Judeo-Christian thought and tradition that extend back over 3000 years. As such they are time-tested and venerated. They are what define us; they are what we strive for as a Fraternity. Pursuit of Virtue, Diligence and Brotherly Love remains the overarching Goal of Sigma Phi Epsilon.

The Balanced Man Concept is an equally ancient and venerable idea, hailing from the Golden Age of ancient Greece over 2500 years ago. As Grand Chapter President Bill Tragos pointed out in his keynote address at the 47<sup>th</sup> Grand Chapter Conclave, the Balanced Man Concept was at the core of ancient Athenian philosophy, and Athens was the first great democracy. This is therefore no new idea, but a very ancient and valuable one that is being revived for use in the modern world by our Fraternity. The question that remains is how this ancient and venerated idea can be compatible with the Cardinal Principles in the life of the Fraternity.

Since it is clear that the Ritual has defined for all of time that our Cardinal Principles of Virtue, Diligence and Brotherly Love are the ultimate goal of the Fraternity, and that their pursuit should be the ultimate goal of every member of the Fraternity, the question really becomes one of defining how the Balanced Man Concept is to be compatible with them. Since this concept of balance is new to those young men who have not studied ancient Greece and its philosophies, it would be helpful to translate the concept into terms that are familiar and meaningful to them in the modern world.

Aristotle was the ancient Greek who most clearly elucidated the concept of Balance; he spoke of a correct balance between the two extremes that exist for each parameter that can be used to define human thought and human behavior. For example, for the parameter of tolerance, people can either be tolerant of everything, and therefore set no standards in their lives, or intolerant of everything, and therefore wish to force everyone into their own mold (and be insufferable to the rest of us). The proper and ideal



balance lies somewhere in the middle. This is Aristotle's Doctrine of the Mean. For each parameter, there are two extremes, and for each of us the goal becomes moderation of the two extremes in order to strive to find the ideal mean, or balance, between the two. In that way, Aristotle believed we would all end up living good lives in the pursuit of balance and moderation in all things.

One of the best modern authors to utilize the concept of balance in our lives is Stephen Covey, author of The 7 Habits of Highly Effective People. Mr. Covey extended and transformed the concept of balance, by selecting specific behaviors that lead to greater balance and personal success. He listed seven specific behaviors that have been shown to lead to effectiveness and personal success when pursued by an individual who seeks to live a life of balance. He speaks first of three which lead to what he calls Private Victory. The first, BE PROACTIVE, encourages each of us to THINK AHEAD, and to take whatever steps are necessary to prevent a problem from developing. But to do this, first we must think. This is the beginning of Sound Mind, as the Fraternity defines part of the Balanced Man Concept. The second, BEGIN WITH THE END IN MIND, encourages us to set a goal and move towards it. This implies actions through time, and to get to the end we must be healthy and fit. This is the beginning of Sound Body, to complete the Fraternity definition of the Balanced Man Concept.

Balance in two dimensions requires only a single ideal Mean. Balance between more than two choices requires a third dimension, just as the minimum number of legs necessary for a chair to be stable is three. Mr. Covey next proposes a third habit, PUT FIRST THINGS FIRST. Implicit in this is judgment, which each of us must exert based upon our own internal ethical beliefs and value systems in order to define which things should come first. In other words, in order to prioritize multiple objectives, we must first have some internal guidance system that defines a value system for each of us. This is the beginning of Sound Spirit, which the ancient Greeks believed was the logical result of Sound Mind, Sound Body, and which is unspoken but implicit in the Balanced Man Concept. This is the critical interface between The Balanced Man Concept and the Cardinal Principles of Sigma Phi Epsilon, since it is to be expected of each member of our Fraternity that we will use Virtue, Diligence and Brotherly Love as our value system when making judgments.

Mr. Covey speaks of a proper adherence to these three habits as Private Victory, since each of them is an internal and individual behavior that does not relate to interaction with others. This is analogous to an individual living in personal Balance between Strong Mind, Strong Body and Strong Spirit, which was the ultimate goal proposed by the ancient Greeks for an individual to live a good, healthy and moral life. This is the gift of the Balanced Man Concept to each member of Sigma Phi Epsilon Fraternity; it is offered as a means by which we can live a good life and further our pursuit of the Cardinal Principles. In other words, the Cardinal Principles are what we seek, and the Balanced Man Concept is how we seek them. Therefore, there is no conflict between the two ideas, but rather a harmonious cooperation when both are properly understood.

Mr. Covey speaks of three more habits that involve our interactions with others, and with each other. His fourth habit, THINK WIN/WIN, advises us to examine the goals of others with whom we interact, and to strive to find a way that they can win something they want at the same time we win something we want. In other words, we

should strive to find a compromise that gives each party a win. The fifth habit, SEEK FIRST TO UNDERSTAND, ...THEN TO BE UNDERSTOOD, is a model of how we should communicate with each other. The point is that it is best to listen to someone else in order to understand their goals and to gain a window on their internal value system, and only then to try to frame our own expression of our objectives and our concerns. This gives each of us the opportunity to take the concerns and motivation of the other party into account as we communicate. The sixth habit, SYNERGIZE, advises us to interlock the strengths of each individual in an organization in such a way that the weaknesses of the group are offset, and the resulting whole is greater than the sum of the parts. These three all require the participation of more than one individual, and therefore are what Mr. Covey calls the Public Victory. The Private Victory is the road to personal independence, whereas the Public Victory is the road to interdependence, which is itself the ideal balance between the extremes, the pathology of codependence and the pathology of excessive independence. As such, this Public Victory is an ideal model for each chapter in Sigma Phi Epsilon, to live their lives as a chapter in balance.

The Private Victory is the path of each individual to Independence, which requires the personal choice of that individual to pursue the path and to live a life of balance. When we say in Sigma Phi Epsilon Fraternity that we recruit Balanced Men, what we mean is that we seek to add to our membership those individuals who have demonstrated and are willing to continue to demonstrate an adherence to the practice of the Balanced Man Concept in their lives, in pursuit of the Cardinal Principles. These are individual choices and define core behavior for an individual. They are therefore choices that must be made by the individual, since it is exceedingly rare for external forces of any sort to effectively change an individual's core behavior. As leaders in our Fraternity, the best that Chapter Counselors, Alumni Boards, and the many volunteers and staff of the National organization can do is to provide our new members with opportunities to understand the concepts involved and to provide them the facilities in which to strive for Private Victory.

The Public Victory provides us with tools that we can use to build Balanced Chapters. We can work with the individual members of each chapter to understand these three habits in a way that makes our chapters better and more effective, in pursuit of Virtue, Diligence and Brotherly Love. Consistently recruiting only those individuals who have demonstrated a willingness to pursue the balances necessary for Private Victory gives us the building blocks for building strong chapters, and the gift that we give them in return (through our Ritual) is the pursuit of Virtue, Diligence and Brotherly Love. Working with our chapters through effective Brotherhood/Leadership Development Programs gives them the tools that they need to build Balanced Chapters and the gift that they give back in return is the gift that Sigma Phi Epsilon would present to the world, namely Building Balanced Leaders for the World's Communities.

The seventh habit, SHARPEN THE SAW, lies outside the domain of the Balance that is the Private Victory and the Balance of the Public Victory. It encompasses them both, and is the counterbalance to both. It is the balance of work versus leisure, which keeps us refreshed and healthy in order to pursue our goals. It is NOT the point of the Cardinal Principle of Diligence to pursue saw-sharpening exercises to the neglect of the other habits. We remain a social fraternity because we recognize that the seventh habit is

the critical counterbalance to the other six, but we have become and will remain the greatest fraternity only by keeping ALL of these habits in balance.

It therefore should be the objective of each of us who work with new members of our Fraternity to demonstrate the complete compatibility of the Cardinal Principles and the Balanced Man Concept, within the framework of the Fraternity as a whole and within the frameworks of their individual lives. We must strive to help them understand the need and the appropriateness for exhibiting balance in their lives, and for seeking out new members who also will seek to lead lives in balance. Furthermore, we should strive to teach them the tools that they need in order to build balance in their chapters. Our chapters remain their best opportunities to learn to live in balance. Finally, we must never forget that the whole point of learning to live a life in balance in a chapter in balance is to pursue our Cardinal Principles of Virtue, Diligence and Brotherly Love, and thereby to build Balanced Leaders for the World's Communities, leaders who will exemplify the Principles of Virtue, Diligence and Brotherly Love.

#### List of References:

1. The Ritual of Sigma Phi Epsilon Fraternity
2. The Greek Way to Western Civilization by Edith Hamilton, W.W. Norton & Company, 1930.
3. The 7 Habits of Highly Effective People by Stephen R. Covey, Simon & Schuster, 1989.
4. Grand Chapter President's Keynote Address to the 47<sup>th</sup> Grand Chapter Conclave, by Brother William Tragos, 2001.



## OFFICE OF STUDENT LIFE

Eastern Illinois University

### HAZING POLICY FOR ALL RECOGNIZED STUDENT ORGANIZATIONS

Since the time of its founding, Eastern Illinois University has developed a comprehensive and stimulating curriculum which offers an education in the liberal arts and sciences and in professional areas. The primary goal of the University's program is to provide excellent instruction and an educational environment which will produce broadly educated responsible citizens who are prepared to serve and to lead in a free society. Academic instruction and co-curricular activities couple to meet the goals of Eastern Illinois University. All members of the University community must be provided the opportunity to function to the best of their individual abilities. One activity which has been an inhibiting factor in achieving the above stated purpose is the practice of hazing.

Although hazing has concentrated itself in the social Greek community, other recognized student organizations are not untouched by this unacceptable practice. Therefore, this policy shall apply to all recognized student organizations.

#### Hazing Defined:

Eastern Illinois University defines hazing as any act or action taken, however communicated, involving or resulting in abusive physical contact or mental harassment to a member or prospective member, whether on or off the organization/fraternity/sorority premises, campus, or place where chapters or prospective members meet, designed to or the result of which is to produce excessive mental or physical discomfort, embarrassment or harassment.

Eastern Illinois University does not condone or tolerate any acts of hazing, harassment or humiliation. Any such acts which interfere with scholastic activities, which are not consistent with fraternal law, state or federal law, or the University regulations and policies are expressly forbidden. Students or chapters who cause infractions are subject to disciplinary action.

#### STATE OF ILLINOIS HAZING LAW

Be it enacted by the People of the State of Illinois, represented in the General Assembly as of August 11, 1995:

Sec. 5. HAZING - A person commits hazing who knowingly requires the performance of any act by a student or other person in a school, college, university, or other educational institution of this State, for the purpose of induction or admission into any group, organization, or society associated or connected with that institution if:

- (a) the act is not sanctioned or authorized by that educational Institution; and
- (b) the act results in bodily harm to any person.

Sec. 10. SENTENCE - Hazing is a Class A misdemeanor, except hazing that results in death or great bodily harm is a Class 4 felony.

Hazing will be determined as an activity of the organization when:

1. The organization was aware of the impending action, evidence of which might be a vote having been taken by the organization, regardless of the outcome.
2. The action originated or took place on property owned or controlled by the organization.
3. One or more officers were aware of the planned activity and did nothing to stop it from happening.
4. Organization members or officers knew of the incident and refused to supply the University with any information regarding the incident.

Hazing activities & situations include, but are not limited to the following acts:

1. Pre-pledging, illegal pledging, or underground activities.
2. Acts of mental and physical abuse including, but not limited to paddling, slapping, kicking, pushing, yelling, biting, duck-walking, belittling, excessive exercise, beating or physical abuse of any kind, and the consumption of so-called "Greek foods".
3. Dietaries of any kind, i.e. special diet plans.
4. Late work activities beyond 10:00 p.m. or early morning activities before 8:00 a.m. which may interfere with scholastic work.
5. Sleep deprivation; activities that deprive prospective members of the opportunity for sufficient sleep (six hours per day).
6. Encouraging or forcing use of alcohol or drugs.
7. Any type of scavenger hunt, quests, road trip or any activity that would endanger a prospective member or others.
8. Stroking or physically touching in an indecent or inappropriate manner.
9. Morally degrading or humiliating activities which prospective members are required to perform that cause extreme embarrassment or which are contrary to the individual's moral values or religious beliefs.
10. Any activity in violation of federal and state laws/statutes, University policies or national fraternal laws.
11. Activities that subject prospective members to public nuisance, spectacle and buffoonery.
12. Forgery, alteration, and falsification of University or Fraternal records and documents.
13. Aiding or abetting theft, fraud, embezzlement of funds, destruction of personal or private property, or academic misconduct.
14. Any request or action that results in the misuse or mismanagement of a prospective member's personal property, e.g., car, clothing, jewelry, money, etc.
15. Publicly wearing apparel which is bizarre and not normally in good taste.

## HAZING POLICY ENFORCEMENT

Should hazing activities come to the attention of any member of the University, the activity should be reported to the Office of Student Life or the Office of Judicial Affairs.

The process for dealing with alleged hazing incidents shall be as follows.

1. Upon receipt of the complaint, the incident shall be investigated by the Office of Student Life. In special circumstances, a recognized student organization may be placed on Interim Suspension pending an investigation by the Office of Student Life, regarding an alleged violation of University regulations. This action will be taken only in those situations where there is reasonable cause to believe that a recognized student organization's actions are of such a nature as to pose a clear and present threat of harm or injury to persons and/or damage to property. During the Interim Suspension, the organization is required to cease all organizational operations and activities.
2. Should the investigation substantiate a violation of this policy, a Judicial review meeting shall be held, at which the organization may respond to the findings presented by the Office of Student Life. The organization shall be notified in writing at least three (3) days in advance of all charges and the hearing date.
3. The judicial review meeting will be conducted by the Office of Student Life (or designee), in a similar manner as that provided for individuals by the Student Conduct Code.
4. The findings and recommendation of the Office of Student Life shall be presented to the organization in writing. The organization shall have 48 hours to accept or decline said recommendation(s).
5. The recommendation(s) of the Office of Student Life will be forwarded to the Vice President for Student Affairs, and may be appealed. Student organizations which have been assessed disciplinary sanctions may file for an appeal within 72 hours.
6. Should the student organization have national affiliation or incorporation, the national office shall be notified of the alleged incident and the results in writing within one (1) week.
7. The recommendation(s) of the Office of Student Life will be forwarded to the University Judicial Hearing Office (or designee) for further disciplinary review.
8. Judicial review meetings shall be closed.

Should the hearing substantiate an occurrence of hazing, the Office of Student Life will recommend the sanction authorized below that best suits the severity of the hazing incident.

### 1. CENSURE

Censure may include the required completion of a program designed with the intent of eliminating hazing. The program will be devised by the Judicial Hearing Officer, the Office of Student Life and the organization's officers and advisors. The program will be monitored by the Office of Student Life.

### 2. PROBATION

The organization will be placed on probation for one calendar year. Conditions of the probation will be determined by the Office of Student Life and outlined in writing for the organization.



3. SUSPENSION  
The organization shall be suspended. The terms of the suspension shall be defined in the sanction, including criteria that the organization must meet within a specified period of time to be considered for renewal of University recognition status.
4. REVOCATION  
The organization will have its status as a recognized student organization revoked, with loss of all University recognition and privileges. The national office of an organization so affiliated will be requested to cancel the charter of the organization.

In addition to enforcement of this policy regarding student organizations, the University may initiate appropriate disciplinary action against individual students for violations of the Student Conduct Code arising from the incident.

I/We, the undersigned, have read and understand the terms and conditions of this policy and hereby agree to comply with the policy as herein stated. Furthermore, any violation(s) of this policy will result in disciplinary action.

Organization	Date
President	Telephone Number
Advisor	Telephone Number

This Hazing Policy must be returned to the Office of Student Life, 316 University Union, before the organization will be eligible for recognition.

## ONE BODY, MANY PARTS

*The body is a unit, though it is made up of many parts; and though all its parts are many, they form one body. So it is with Christ. For we were all baptized by one spirit into one body - whether Jews or Greeks, slave or free - and we were all given the one spirit to drink.*

*Now the body is not made up of one part but of many. If the foot should say, "Because I am not a hand, I do not belong to the body," it would not for that reason cease to be part of that body. And if the ears should say, "because I am not an eye, I do not belong to the body," it would not for that reason cease to be part of the body. If the whole body were an eye, where would the sense of hearing be? If the whole body were an ear, where would the sense of smell be? But in fact God has arranged the parts of the body, every one of them, just as he wanted them to be. If they were all one part, where would the body be? As it is, there are many parts, but one body.*

*The eye cannot say to the hand, "I don't need you!" and the head cannot say to the feet, "I don't need you!" On the contrary, those parts of the body that seem to be weaker are indispensable, and the parts that we think are less honorable we treat with special honor. And the parts that are unpresentable are treated with special modesty, while our presentable parts need no special treatment. But God has combined the members of the body and has given greater honor to the parts that lacked it, so that there should be no division in the body, but that its parts should have equal concern for each other. If one part suffers, every part suffers with it; if one part is honored, every part rejoices with it.*

*1 Corinthians 12:12-26, NIV*

## Lessons From Geese

(Based on the work of Milton Olson)

The following was transcribed from a speech given by Angeles Arrien at the 1991 American Society for Training and Development (ASTD) conference and was based on the work of Milton Olson. It circulated to Outward Bound staff throughout the United States.

**Fact 1:** As each goose flaps its wings it creates an "uplift" for the birds that follow. By flying in a "v" formation, the whole flock adds 71% greater flying range than if each bird flew alone.

**Lesson:** People who share a common direction and sense of community can get where they are going quicker and easier because they are traveling on the thrust of one another.

**Fact 2:** When a goose falls out of formation, it suddenly feels the drag and resistance of flying alone. It quickly moves back into formation to take advantage of the lifting power of the bird immediately in front of it. **Lesson:** If we have as much sense as a goose, we stay in formation with those headed where we want to go. We are willing to accept their help and give our help to others.

**Fact 3:** When the lead goose tires, it rotates back into the formation to take advantage of the lifting power of the bird immediately in front of it. **Lesson:** It pays to take turns doing the hard tasks and sharing leadership. As with geese, people are interdependent on each other's skills, capabilities and unique arrangements of gifts, talents or resources.

**Fact 4:** The geese flying in formation honk to encourage those up front to keep up their speed. **Lesson:** We need to make sure our honking is encouraging. In groups where there is encouragement, the production is much greater. The power of encouragement (to stand by one's heart or core values encourage the heart and core of others) is the quality of honking we seek.

**Fact 5:** When a goose gets sick, wounded or shot down, two geese drop out of formation and follow it down to help and protect it. They stay with it until it dies or is able to fly again. Then, they launch out with another formation or catch up with the flock. **Lesson:** If we have as much sense as geese, we will stand by each other in difficult times as well as when we are strong.

## Sigma Phi Epsilon Illinois Psi Chapter Standards

### PREAMBLE

*The following are basic expectations for membership in Sigma Phi Epsilon and shall be considered guidelines for proper behavior of its members. Any violation of, but not limited to, these guidelines, shall be dealt with by the Standards Board in accordance with Chapter By-laws and Grand Chapter Policies and Procedures. These guidelines shall be distributed to all members at the time of their joining the chapter and shall be reviewed by the Chapter at the beginning of each semester.*

### ARTICLE I: HOUSE RULES

1. Members shall respect the property of others and therefore will not abuse or tolerate the abuse of property.
2. Anyone caught vandalizing will be charged accordingly and will be unable to attend the next social function. Payment of repairs will be due within (5) days of notice of charges (Unless the amount is excessive in which case the Standards Board along with the VP Finance should make further arrangements).
3. Residents, Chapter members, and their guests are responsible for actions in the house and on the property which includes cleaning up trash.
4. Each member living in the Chapter House will fulfill their cleaning responsibility when assigned in a prompt manner.
5. Alcohol, Food and Drink will not be consumed in the Charter Room & all bikes will be kept in the designated area of the basement.
6. Possession of illegal substances will be grounds for immediate expulsion following the due process as described in the chapter and Grand chapter by-laws.
7. Members will adhere to all University Housing Rules and Policies while in the Chapter House.

### ARTICLE II: PERSONAL STANDARDS

1. Members shall strive for academic achievement and will practice academic integrity.
  - \* Any member with grades below the minimum 2.4 for 2 consecutive semesters will be expelled.
2. Members shall meet financial obligations in a timely manner.

# Sigma Phi Epsilon

## Illinois Nu

3. Members will dress appropriately for chapter meetings and campus activities.
4. Members shall exhibit responsible conduct at all times, since personal actions reflect not only on individuals, but upon the entire chapter and other Greek Letter organizations.
5. Members shall acknowledge that they are responsible for their actions under the influence of alcohol.
6. Any member involved in a personal conflict with a fellow brother should seek to resolve the dispute peacefully and privately. If this course of action does not work then the dispute should be taken to the Standards Board for further action.
7. Members shall attend weekly chapter meetings being excused ONLY for reasons such as class or illness.
  - \* Members must stay throughout the entire chapter meeting
  - \* 3 unexcused absences a year will bring their membership for review by the Standards Board.
  - \* Home may only be used 2 times as an excused absence.
8. Members shall acknowledge the importance of the ritual and therefore only be excused from attendance for reasons of class or illness.
  - \* Member behavior at the Ritual must be responsible and appropriate.
  - \* Fully Initiated Brothers attendance at Epsilon right of Passage is mandatory and to be excused for reasons explained above they must speak with the Chaplain or President. Any brother who is unexcused for 2 initiations may be expelled.
9. Members shall acknowledge that involvement in the Chapter's activities is required and that only by giving without reservation of their time and talents to the Fraternity will they receive its full benefits and rewards. Lack of involvement and devotion towards the Chapter's Cardinal Principles shall be grounds for expulsion.
10. Members will expect other members to abide by these guidelines and will confront those who violate them.

## Busted For Drinking in Charleston Fact Sheet

-- Most likely time to get arrested is bar closing time.

-- Most of the time, the parents find out.

-- Charleston has the law enforcement resources to investigate and prosecute crimes that some bigger towns have no time for.  
Examples: Vandalism, Theft of Streetsigns, Fake IDs.

OFFENSE	MAXIMUM PENALTY	TYPICAL PENALTY for first offense
Consumption/Possession of Alcohol by a Minor - State Law	6 months jail plus \$500 fine	\$238.00 fine
Consumption/Possession of Alcohol by a Minor - City Ordinance	\$500 fine	\$238.00 fine
Selling or Giving Alcohol to a Minor	12 months jail plus \$1000 fine	\$350, may not have contact with the Minor
Possession of Cannabis	12 months jail plus \$1000 fine	\$300 - \$500 fine, court must notify employer if Defendant works for a school
Possession of a Fake LD., or Someone Else's LD.	12 months jail plus \$1000 fine	\$500 fine and driver's license is suspended for 1 year
D.U.I.	12 months jail plus \$1000 fine	Varies. Driver's License is almost always suspended or revoked

## Reasons for Avoiding Competent Scholarship

"Grades are an individual thing."

"We're a SOCIAL fraternity."

"We were really involved; that's why our GPA is low."

"My major is more difficult than others."

"We just had a bad semester."

"The seniors already have a job lined up and don't have time to study."

"We have special man power needs; we can't be picky about who we take into our fraternity."

"His grades may be low, but he's a good guy."

"Image = Parties + Intramurals"

From: Karyn Nishimura

Coordinator, Greek Affairs

Wichita State University

MIFCA/MAPCA, 1990

## Twelve Rules for Learning to Listen

1. *Keep your mouth closed so your ears will stay open.*
2. *Listen with all of your senses.*
3. *Listen with your eyes.* Maintain eye contact - it shows that you're hanging onto every word.
4. *Listen with your body.* Use body language for total awareness. Sit up straight, don't slouch. Lean forward to be more attentive. Present an alert appearance.
5. *Be a mirror.* Smile when the other person smiles, frown when she frowns and nod when she nods.
6. *Don't Interrupt.* Interruptions break the speaker's train of thought. This breeds imitation.
7. *Avoid outside interruptions.*
8. *Avoid sound distractions.* Make sure that background music or other conversations don't compete with your ability to listen to the speaker.
9. *Avoid sight distractions.* Don't let an outside view, displays or other people keep your from listening.
10. *Concentrate.* Pay attention to the other person at all times.
11. *Listen between the lines.* Try to hear the "fine print." Often what a person doesn't say turns out to be more important than what she does say. A tone of voice, an offhand expression, an embarrassed cough - are all signals that the person is saying something, but not in words.
12. *Don't be an ATANA.* An ATANA is a person who is All Talk and No Action. Make sure that your action is to listen carefully. ATANA rushers talk all though parties, but never hear anything that is said. As a result, they can't contribute to the Membership Selection sessions in any meaningful way. They don't remember details and can't help to make meaningful decisions.

*Remember: "Often to say nothing at all is better than saying a mouthful."*

### A. First Step - Good Listening

1. In class, assume a position of physical alertness (many students pay closer attention if they sit near the lecturer).
2. Be mentally alert - concentrate on the lecturer - no knitting.
3. Maintain a proper mental attitude (It helps to realize that the lecturer is saving you hours of work by organizing the points of the course.)
4. Don't be distracted by the lecturer's mannerisms, his method of delivery or the quality of his voice.
5. Listen with your mind, not your emotions - if the lecturer uses a word you don't like or if you disagree with him, don't stop listening! When you disagree, bring these points up for discussion, if you still feel they are important. Listening does not mean you accept everything you hear.
6. When appropriate, raise questions in class - sometimes this is not possible in a tight schedule.

### B. Second Step - Orderliness

1. Attend lectures faithfully
2. Keep notes for each course in one place
3. Take notes on one side of the page only
4. Use a loose leaf notebook or a file folder for your notes rather than a notebook with a fixed binding.
5. Record the name and number of the course, the date and the lecturer's name on the first sheet.
6. Use large sheets of paper to give yourself room to indent and see the pattern of your notes.
7. Do not doodle - it interferes with concentration and breaks eye contact with the lecturer whose gestures and facial expressions give important clues for understanding and remembering.
8. Make your notes complete and clear enough so that they will have meaning for you weeks and months later.
9. Write legibly - copying notes is not a form of review but merely a mechanical process.
10. Leave blanks for words, phrases, or ideas you think you may have missed. Directly after the lecture ask the lecturer or a fellow student to help you fill in the gaps.
11. Develop your own system of indentation and enumeration. Don't indent so far that you crowd yourself.
12. Develop a system of abbreviations of common words and recurring terms.
13. Use a symbol (asterisk, arrow, or underlining) to mark ideas the lecturer emphasizes.
14. Mark off assignments that are mixed in with the lecture - also mark off other references mentioned.

15. Separate your own thoughts from those of the lecturer - jot down questions, etc.
16. Be alert for clues - e.g. "You'll see this later," "This is important," etc. Watch for enumerations - "There are four steps," "therefore," "furthermore," etc.
17. Always record the lecturer's examples.
18. Pay as close attention to the end of the lecture as to the beginning - many times important material is crammed into the last minutes.
19. Record additional ideas of your own immediately after the lecture.
20. Review your notes after lecture and improve the organization if necessary.

### C. General Suggestions

1. Study your text before attending a lecture and glance over the notes from the previous lecture in the course.
2. Write down all formulas, sketches and tables.
3. Compare your notes with those of other students to pick up missed items and to amplify ideas.
4. Take complete notes throughout the whole academic year.
5. Use notes for periodic reviews - daily, weekly, and just before exams.

### D. Format for Taking Notes

1. 2 - 5 - 1 Format (put on blackboard)

← 2" →	← 5" →	← 1" →
<u>Reduce</u> ideas and facts to concise jottings or summaries as <u>Recite</u> clues. (to be done as soon after the lecture as possible)	<u>Record</u> the lecture as fully and as meaningfully as possible.  <b>Contact:</b> <b>Cindy Boyer</b> <b>Learning Assistance Center</b> <b>Ninth Street Hall</b>	<u>Reflect:</u> This space for your own ideas and syntheses

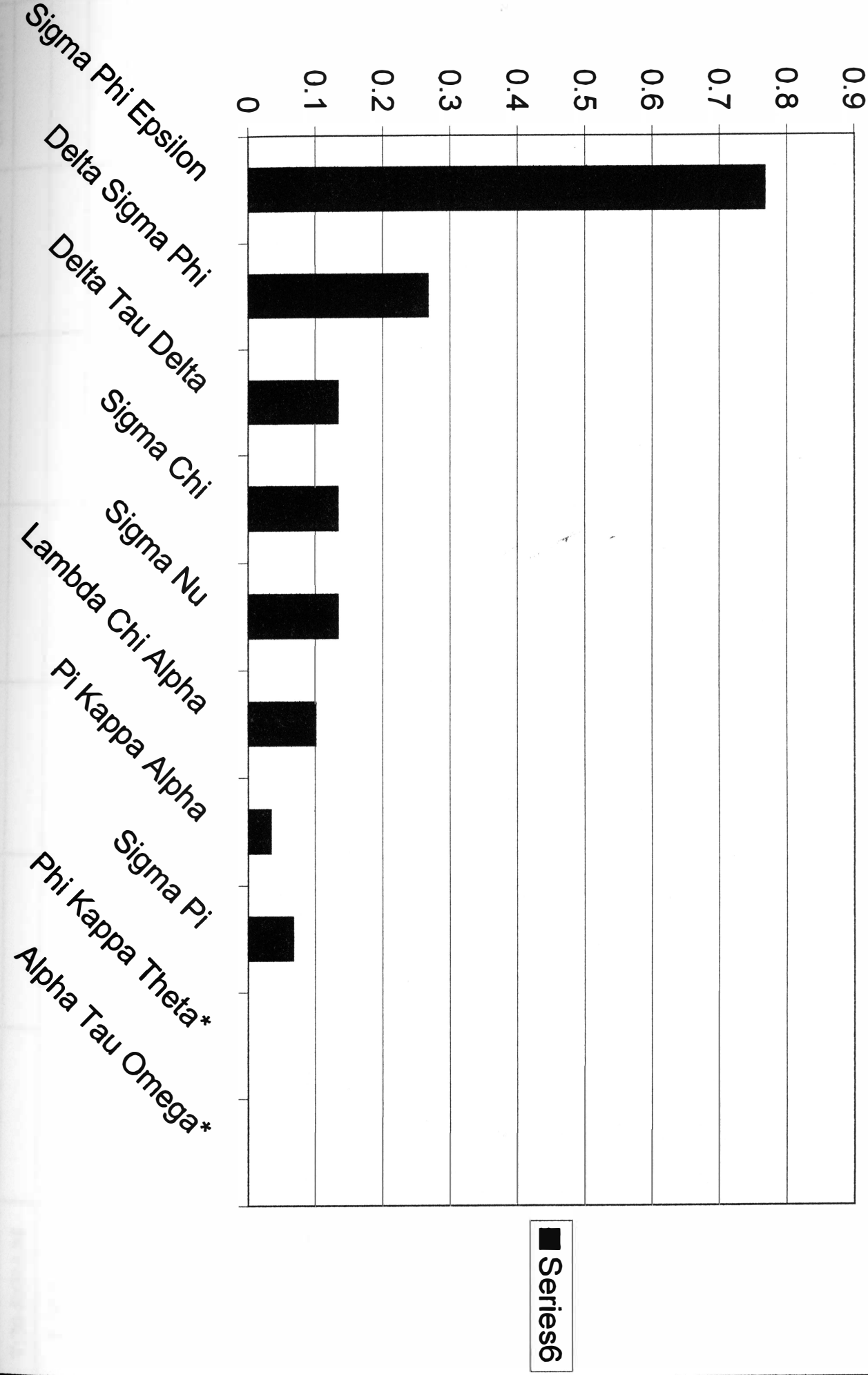
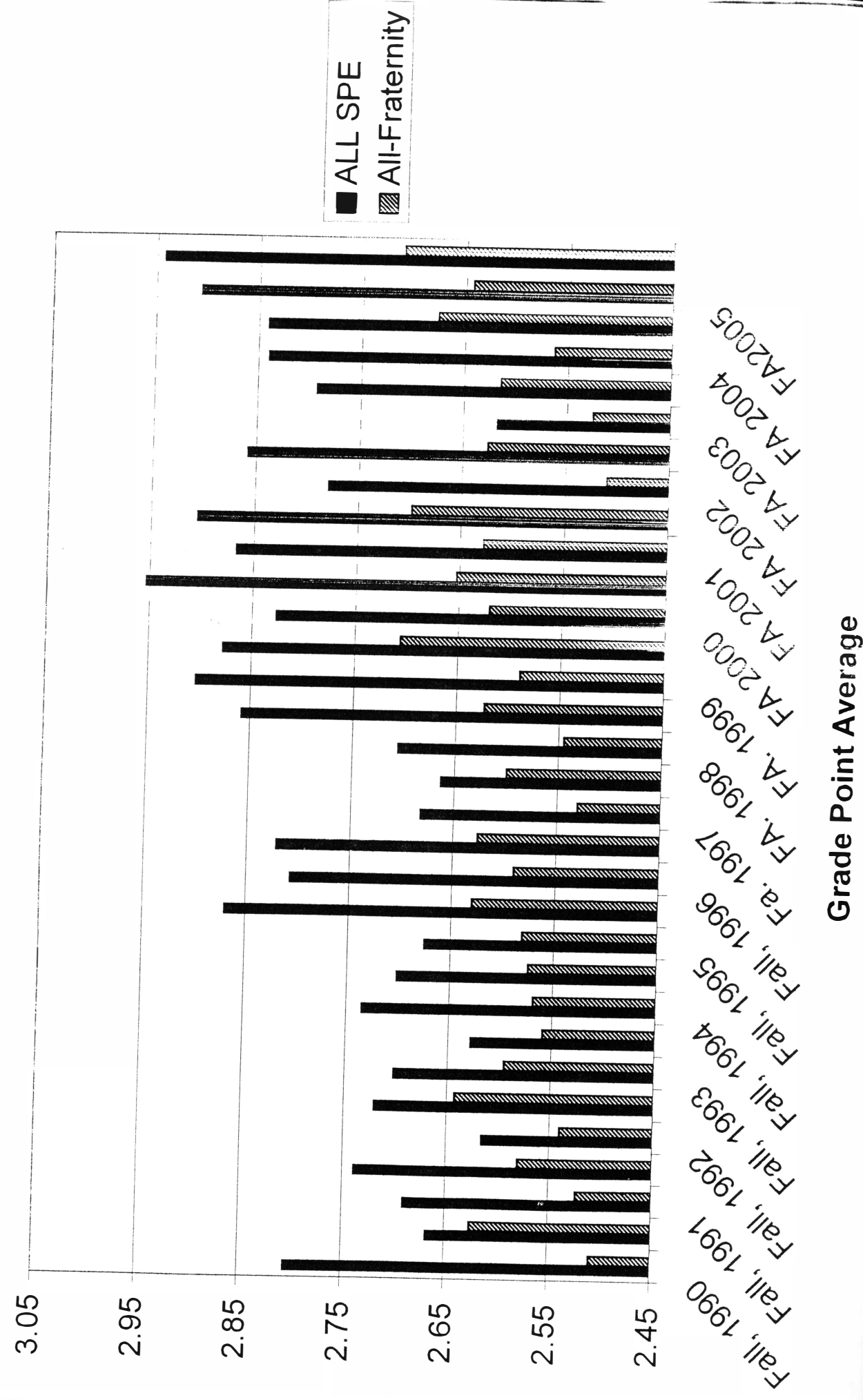
(turn paper and write sideways)

#### a. Steps to follow:

- Record
- Reduce
- Recite (covering 5" column - using jottings to recall lecture)
- Reflect
- Review (repeating recitation every week or so - to retain what has been learned)



From Sig Ep's Founding in 1990 through Spring 2006, we have  
always surpassed the All Fraternity GPA



## Sigma Phi Epsilon, Grades, and Graduation

One question many students (and their parents) ask when they consider joining a fraternity is their chances of graduating if they get involved in such an organization.

At Eastern Illinois University, about **two-thirds** of the students who entered from 1990-1996 graduated within six years: <http://www.eiu.edu/directives/gradrates.php>. From 1990 - Spring 1998, 266 men joined Sigma Phi Epsilon Fraternity. Of those men, 243 (91.4 %) have graduated (219) or left the chapter in good academic standing (24). Many, such as John Crotty, an engineer who graduated from the University of Illinois, have gone on to serve as a fraternity volunteer. Since 2001 he has been the Chapter Counselor of the University of California-San Diego chapter.

A good fraternity is a value-added organization. In terms of earning the graduation diploma, there is a **24 per cent value-added benefit** from joining the Illinois Nu Chapter of Sigma Phi Epsilon Fraternity. Sigma Phi Epsilon has been first place in fraternity grades for 15 of the 28 semesters that we have been on campus. We get our work done, we get our grades, and we graduate on time.

Of course, the interpretation above depends of three things: (1) that you are like the brothers who have joined Sigma Phi Epsilon in the past, (2) that you respond to the faculty as they did, and (3) that the faculty will respond to you as they did our past brothers. Like them, if you get your work done, you will get your grades.

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**How many times do we say, "Let's do lunch some time..." and really do not get around to making the commitment?**

Here are some suggestions for making and keeping commitments:

1. Don't make commitments you do not plan to keep. Most people like to pretend that these "casual" commitments do not count. That is NOT true. Every time we give our word, it counts.
2. Learn to say, "No."
3. Make conditional agreements. "I'll be there, unless...". Use the condition only with agreements you want and plan to keep.
4. Keep the commitments you make.
5. Write commitments down. Keep a calendar of some kind and write agreements down, including agreements you make with yourself.
6. Renegotiate at the earliest opportunity. As soon as a possible conflict arises, get in touch with whomever it is you have an agreement. Unless the original agreement was conditional, however, the way in which you renegotiate an agreement is important.

-from Do It, by John-Roger & Peter McWilliams,  
Los Angeles, CA.: Prelude Press, 1990, p. 281-285.

**Simply Stated: Do What You Say You Will Do**

Fraternally,

Charles G. Eberly

Chapter Counselor

Illinois Nu of Sigma Phi Epsilon

Example: If you have completed two semesters of work and have 30 credit hours completed with a GPA of 2.7333, you have about 82 grade points. **30 credits/82 grade points = 2.7333**

If you take 15 credit hours this next semester, and earn a 2.46 (two B's and two C's), you will have compiled an additional 38 grade points:

Course A 2.00=C 3 CRx2 = 6 Grade Points

Course B 3.00=B 3 CRx3 = 9 Grade Points

Course C 3.00=B 4 CRx3 = 12 Grade Points

Course D 2.00=C 5 CRx5 = 10 Grade Points

15 CR 37 Grade Points.....  $15/37 = 2.4666$

If you take 15 credit hours and earn a 3.0 (straight B's), you will have 45 grade points

If you take 15 credit hours and earn a 3.53 (two A's and two B's), you will have 53 grade points. (Note that from a 2.53, it takes only an additional 16 grade points to have Honors grades!)  $15/53 = 3.5333$

Now, what will be your cumulative GPA at the end of three semesters if you earn a 2.46, a 3.00, or a 3.53?

Case One (2.53):  $45/(82+37) = 2.644$

Case Two (3.00):  $45/(82+45) = 2.822$

Case Three (3.53):  $45/(82+53) = 3.000$

When "push comes to shove" only the person with the 3.000+ marks will have a strong chance to get Summer Internships with major corporations, and the opportunity for a Graduate Assistantship help pay their way through Graduate School. This is true particularly in majors like business, psychology, the humanities and education. The **choice** of the grades you earn is yours, made five minutes at a time. Think about it, then get your work done and get your grades!



TAKE TIME TO WORK,  
IT IS THE PRICE OF SUCCESS.  
TAKE TIME TO THINK,  
IT IS THE SOURCE OF POWER.  
TAKE TIME TO PLAY,  
IT IS THE SECRET OF PERPETUAL YOUTH.

TAKE TIME TO READ,  
IT IS THE FOUNDATION OF WISDOM.  
TAKE TIME TO BE FRIENDLY,  
IT IS THE ROAD TO HAPPINESS.  
TAKE TIME TO LOVE AND BE LOVED,  
IT IS THE PRIVILEGE OF THE GODS.

TAKE TIME TO SHARE,  
LIFE IS TOO SHORT TO BE SELFISH.  
TAKE TIME TO LAUGH,  
LAUGHTER IS THE MUSIC OF THE SOUL.

Author Unknown



## A Father's Instructions for Life

Condensed from "LIFE'S LITTLE INSTRUCTION BOOK"  
H. JACKSON BROWN, JR.

**Y**EARS AGO, I read that it was the responsibility of parents not to pave the road for their children, but to provide a road map. So, as my son, Adam, prepared to leave for college, I jotted down a few words of counsel and put them in a dime-store binder. After his mother and I had helped him move into his dorm, I presented him with the bound pages.

A few days later, Adam called me. "Dad," he said, "the book is one of the best gifts I've ever received. I'm going to add to it and someday give it to my son." Every once in a while life hands you a moment so precious, so overwhelming, that you almost glow. I had just experienced one.

Here are the words I gave him.

Compliment three people each day.

Watch a sunrise at least once a year.

Overtip breakfast waitresses.

Look people in the eye.

Say "thank you" a lot.

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BE HERE TODAY

LOOK TO THIS DAY,  
FOR YESTERDAY IS ALREADY A DREAM  
AND TOMORROW ONLY A VISION

BUT TODAY  
WELL LIVED, MAKES EVERY  
YESTERDAY A DREAM OF  
HAPPINESS AND EVERY TOMORROW  
A VISION OF HOPE.

LOOK WELL  
THEREFORE TO  
THIS DAY.

AUTHOR UNKNOWN

Say "please" a lot.

Live beneath your means.

Buy whatever kids are  
selling on card tables in  
their front yards.

Treat everyone you meet as  
you want to be treated.

Donate two pints  
of blood every year.

Make new friends but  
cherish the old ones.

Keep secrets.

Don't waste time learning  
the "tricks of the trade."  
Instead, learn the trade.

Admit your mistakes.

Be brave. Even if you're not,  
pretend to be.  
No one can tell the difference.

Choose a charity in your  
community and support it  
generously with your  
time and money.

Read the Bill of Rights.

Use credit cards only for  
convenience, never for credit.

Never cheat.

Give yourself a year and read  
the Bible cover to cover.



Learn to listen. Opportunity  
sometimes knocks very softly.

Never deprive someone of hope;  
it might be all he or she has.

Pray not for things, but for  
wisdom and courage.

Never take action when  
you're angry.

Have good posture.  
Enter a room with purpose  
and confidence.

Don't discuss business in elevators.  
You never know who  
may overhear you.

Never pay for work before  
it's completed.

Be willing to lose a battle  
in order to win the war.

Don't gossip.

Beware of the person who  
has nothing to lose.

When facing a difficult task,  
act as though it is  
impossible to fail. If you're  
going after Moby Dick,  
take along the tartar sauce.

Don't spread yourself too thin.  
Learn to say no  
politely and quickly.

Don't expect life to be fair.

Never underestimate the  
power of forgiveness.



Instead of using the word  
*problem*, try substituting  
the word *opportunity*.

Never walk out on  
a quarrel with your wife.

Regarding furniture and clothes:  
if you think you'll be using them  
five years or longer, buy the best  
you can afford.

Be bold and courageous.  
When you look back  
on your life, you'll regret  
the things you didn't do  
more than the ones you did.

Forget committees. New, noble,  
world-changing ideas always come  
from one person working alone.

Street musicians are a treasure.  
Stop for a moment and listen  
then leave a small donation.

When faced with a serious  
health problem, get at least three  
medical opinions.

Wage war against littering.

After encountering inferior  
service, food or products,  
bring it to the attention  
of the person in charge.  
Good managers will  
appreciate knowing.

Don't procrastinate.  
Do what needs doing when  
it needs to be done.

Get your priorities straight.  
No one ever said on his  
deathbed, "Gee, if I'd only spent  
more time at the office."

Don't be afraid to say  
"I don't know."

Don't be afraid to say  
"I'm sorry."

Make a list of 25 things  
you want to experience before  
you die. Carry it in your  
wallet and refer to it often.

Call your mother.

## Please Hear What I Am Not Saying

Do not be fooled by me.  
Do not be fooled by the face I wear.  
For I wear a mask, I wear a thousand masks,  
masks that I am afraid to take off,  
and none of them are me.  
Pretending is an art that is second nature with me,  
but do not be fooled, for God's sake, do not be fooled.  
I give you the impression that I am secure,  
that all is sunny and unruffled with me,  
within as well as without,  
that confidence is my name and coolness my game,  
that the water is calm and I am in command,  
and that I need no one.  
But do not believe me.  
Please.  
My surface may seem smooth, but my surface is a mask,  
My ever-varying and every-concealing mask.  
Beneath lies no smugness, no complacency.  
Beneath swells the real me in confusion, in fear, in aloneness.  
But I hide this.  
I do not want anybody to know it.  
I panic at the thought of my weakness and fear being exposed.  
That is why I frantically create a mask to hide behind,  
a nonchalant, sophisticated facade, to help me pretend,  
to shield me from the glance that knows.  
But such a glance is precisely my salvation. My only salvation.  
And I know it.  
That is, if it is followed by acceptance, if it is followed by love.  
It is the only thing that can liberate me, from myself,  
from my own self-built prison walls,  
from the barriers that I so painstakingly erect.  
It is the only thing that will assure me of what I cannot assure myself,  
that I am really worth something.  
But I do not tell you this, I do not dare. I am afraid to!  
I am afraid you will think less of me, that you will laugh,  
and your laugh would kill me.  
I am afraid that deep down I am nothing, that I am just no good,  
and that you will see this and reject me.  
So I play my game, my desperate pretending game,  
with a facade of assurance without, and a trembling child within.  
And so begins a parade of masks,  
the glittering but empty parade of masks.  
And my life becomes a front.  
I idly chatter to you in the suave tones of surface talk.  
I tell you everything that is really nothing,  
and nothing of what is everything, of what is crying within me.  
So when I am going through my routine do not be fooled by what I am saying.

## SIGMA PHI EPSILON FRATERNITY STATEMENT ON CHAPTER & INDIVIDUAL RESPONSIBILITY

This statement embodies the values and expectations of Sigma Phi Epsilon Fraternity for all fraternity entities and membership categories, including alumni and volunteers.

### Respect & Care for Self & Others

The Fraternity will operate in such a manner as to exhibit respect, care, and concern. The Fraternity abhors any form of sexually abusive behavior collectively or by an individual, be it physical, mental, or emotional in nature. Neither a Sigma Phi Epsilon Chapter nor any member thereof should encourage, support, or participate in any action which in any manner demeans, belittles, or damages another person.

### Alcohol & Drugs

1. The possession and/or use of alcoholic beverages while participating in any fraternity event, or in any situation sponsored or endorsed by the chapter, will be consistent with all campus, city, county, state laws, and all the policies of the Fraternity. Every chapter event must ensure that no alcohol can be consumed by minors.
2. The direct or indirect purchase of alcoholic beverages by the chapter using chapter funds or by any member on behalf of the chapter or through any type of fund is against Sigma Phi Epsilon's risk management policies. The purchase and/or use of a bulk quantity of alcoholic beverages (i.e., kegs or case(s) of beer/wine) is prohibited.
3. There will be no possession, use, and/or sale of illegal drugs or controlled substances at any chapter facility, fraternity event, or any event which would be associated with the Fraternity.
4. No chapter should associate the Fraternity's name with any event sponsored by an alcohol distributor, charitable organization, or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold, or otherwise provided to those present.
5. No chapter should co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups, or organizations.
6. There should never be any alcohol available during membership recruitment activities.
7. Open parties, meaning those with unrestricted access by non-members, are not in the best interest of the chapter or the Fraternity and should not occur.
8. No brother or new member should condone, tolerate, encourage, or participate in the abuse of alcohol.
9. There should never be any alcohol available during any membership education program/event.

Failure to comply with these guidelines will result in disciplinary action including revocation of the chapter's charter. Additionally, failure to follow these guidelines could jeopardize a chapter's (or individual member's) general liability insurance coverage.

## Member Development

The principles of Sigma Phi Epsilon and those of a chapter and its members are based on high ethical and moral behavior, and the expression of respect and care for self and others.

Therefore, hazing has no place in Sigma Phi Epsilon. Hazing is a criminal act in most states. Hazing activities are defined as:

"Any action taken or situation created, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include, but are not limited to, the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; and any other activities which are not consistent with fraternal law or ritual, the regulations and policies of the educational institution or applicable local, state, or federal law."

## Fire, Health & Safety

To better ensure the safety of its members and guests, each chapter should strive to meet the following expectations:

1. Comply with all local fire and health codes.
2. Post emergency numbers for fire, police, and ambulance beside all common phones. Also post evacuation routes from chapter facilities in the common areas and on the back of each sleeping room door.
3. Comply with engineering recommendations as reported by the insurance company.
4. Keep a neat and orderly house. Good housekeeping is essential.

## Education

Each student member, as part of his regular fraternity education experience, shall be educated about, and reminded of, his responsibilities as a member of Sigma Phi Epsilon.

## SIGMA PHI EPSILON FRATERNITY GENERAL LIABILITY POLICY EXCLUSIONS

SigEp has liability insurance to protect its members and volunteers while acting within the scope of their membership. Criminal or illegal acts are not an insurable risk and are certainly outside the scope of fraternity membership.

In 1997, specific wording was endorsed or added to our general liability policy to both emphasize and clarify some behaviors that are not condoned and will not be tolerated. Members and volunteers should bear the financial burden of their personal decisions to break the law. Remember, however, that all known illegal behavior will be excluded from coverage, not just the four listed below.

### SEXUAL ABUSE OR ASSAULT EXCLUSION

It is understood and agreed the General Liability Policy is amended as follows:

Liability coverage and defense coverage afforded by this policy shall not apply to any person(s) who directly causes or perpetrates sexual abuse or assault toward any person. This exclusion applies to any claim alleging liability resulting from, or involving, the aforementioned actions. This exclusion does not apply to those insureds who do not directly cause, or perpetrate, the excluded action.

### HAZING EXCLUSION

It is understood and agreed the General Liability Policy is amended as follows:

Liability coverage and defense coverage afforded by this policy shall not apply to any person(s) who directly perpetrates hazing toward any person. This exclusion applies to any claim alleging liability resulting from, or involving, the aforementioned actions. This exclusion does not apply to those insureds who do not directly perpetrate the excluded action.

### ASSAULT & BATTERY EXCLUSION

It is understood and agreed the General Liability Policy is amended as follows:

Liability coverage and defense coverage afforded by this policy shall not apply to any person(s) who directly inflicts assault or battery upon any other person. This exclusion applies to any claim alleging liability resulting from, or involving, the aforementioned actions. The exclusion does not apply to those insureds who do not directly inflict the excluded action.



## ALCOHOL & DRUG EXCLUSION

It is understood and agreed the General Liability Policy is amended as follows:

Liability coverage and defense coverage afforded by this policy does not apply to any member(s) or new member(s) who:

- purchases alcohol with chapter funds;
- sells alcohol; or
- possesses, sells, or uses illegal drugs.

This exclusion applies to any claim alleging liability resulting from, or involving, the aforementioned actions. This exclusion does not apply to those insureds who do not participate in the excluded action.

## RISK MANAGEMENT — AN EXPECTATION OF MEMBERSHIP

Risk management is conducting chapter life in a manner which exhibits care and concern for the safety and well-being of members, guests, and the community around you. Members must take personal responsibility for their actions to help ensure the safety of others. The intent of risk management education is not to prevent the chapter from having fun, but it is to help the chapter reduce risks while having fun. Risk management tools help you stop problems before they occur.

Risk is something that has to be managed or controlled; it cannot be eliminated. You have accepted the important responsibility of being an officer of your chapter. As an officer, you must help your chapter understand how important it is for every member to be concerned with risk management. Everyone must use good common sense and take steps to manage the risks that are inherent in chapter operations. The following list gives chapter officers suggestions on handling risk management in a team approach fashion.

### Chapter President

- Sees that chapter bylaws incorporate the “Statement on Chapter & Individual Responsibility.”
- Ensures the chapter understands and complies with the “Statement on Chapter & Individual Responsibility.” Responsible for returning signed, non-hazing statement to Headquarters in a timely manner.
- Oversees the development, implementation, and enforcement of risk management policies and procedures.
  - Makes certain SigEp’s policies are reviewed with the members in September and January.
  - Works with the events chairman to make certain chapter social events comply with risk management policies and procedures, paying special attention to alcohol control.
  - Assists the house manager, if applicable, with his risk management recommendations.
- Takes the “lead” in any chapter crisis. Please refer to the “Crisis Management” section.

### Events Chairman

- Understands and abides by the “Statement on Chapter & Individual Responsibility,” in planning social functions.
- Completes “special event planning checklist” prior to every function.
- Discusses unique special events with Director of Risk Management at Headquarters. These events require a special event coverage policy in addition to the Fraternity’s liability coverage.
- Assures that no chapter funds are collected or solicited from members or guests for the purchase of alcohol.
- Uses guest lists and follows the third-party vendor guidelines.

### Chapter

- KEEPS A NEAT AND ORDERLY HOUSE. Good housekeeping reduces the possibility of injuries and fire.



## “SMART EVENT” PLANNING

At any chapter function, a safe environment must be created for your members and guests. **If anyone is hurt or property damaged in relation to a chapter event, there is a good chance that claims for compensation will be made against the chapter and the individuals involved with planning and monitoring the event. The more serious the damages or injuries, the more intense the pursuit of compensation.**

All functions should comply with Sigma Phi Epsilon’s event planning policies and the “**Statement on Chapter & Individual Responsibility**,” as well as all campus, local, state, and national laws.

Our policies state:

- **HAVE CLOSED PARTIES.** All chapter social events must be **CLOSED** which means guests should receive a personal, one-to-one invitation, where not more than one other group is invited, where mass advertising is not used, and where the total attendance is no greater than **THREE TIMES CHAPTER SIZE**. If you partner with another fraternity or sorority to plan a party, the attendance guideline does not change. It remains at no greater than three times chapter size. Open parties are difficult to manage safely. For larger or special-type events, see the “Special Event Coverage” section.
- **USE GUEST LISTS.** Guest lists must be prepared 24 hours in advance. By inviting strangers to your function, you could be inviting trouble into your home. No signing in at the door. Every person allowed to enter the event must be on the guest list (both men and women). It is important to know who is in attendance at a chapter function.
- **HIRE PROFESSIONAL SECURITY** to make sure that only those members and guests 21-YEARS-OLD AND OLDER have and consume alcohol. It is against the law to serve minors alcohol. It is better for a third party (other than chapter members) to handle these responsibilities. The hired security will check identifications, oversee the use of wrist bands or other means of identifying both minors and those who can legally drink. Sources to contact for professional security are off-duty police or a professional security service.
- **HIRE LICENSED AND INSURED THIRD-PARTY VENDORS.** These entities are trained and experienced in selling and serving alcohol in accord with state and local laws. Require that the vendor handle the following responsibilities: check identification, make decisions about whom to serve and when not to serve guests, maintain control of alcoholic containers present, collect and remove remaining alcohol at the end of the function.
- **“BRING YOUR OWN BEVERAGE” (BYOB) SYSTEM.** Should a person of legal age choose to consume alcohol, he may bring his own alcohol to a function provided he follows the BYOB procedures in place prohibiting access to minors. A member or guest of legal age is limited to one six-pack of 12-ounce beer cans or 750 milliliters of wine. Spirits and liquor are not permitted. NO GLASS containers allowed.
  - Suggested Procedures for BYOB Parties — Once a person of legal drinking age with alcohol has entered the party and obtained a wristband, he/she will immediately take the alcohol to the bar (have a single bar area with attendants of legal drinking age) and exchange it for the proper amount and type of tickets (e.g., a six-pack of beer for six tickets designated for that brand of beer). A person may receive and be in possession

- Conducts and participates in chapter meetings on risk management. All chapters are required to certify that one of these meetings is held each September as adopted by the 1991 Grand Chapter Conclave. Risk management policies must be reviewed with every new member.

- Circulates copies of national policies and other brochures, articles, or risk management developments to all members. Each undergraduate member should understand how individual actions showing poor judgment can jeopardize the future existence of the chapter and Sigma Phi Epsilon.

- Schedules periodic speakers for the chapter:

- Trial attorneys
- Headquarters staff/volunteers
- Local fire chief or commissioner, police officers
- Emergency room personnel
- Women’s center representative
- Claim/insurance professionals
- University staff

- Determines which officers or chairmen will help monitor and enforce risk management policies. Communicates how violations will be addressed.

- Coordinates implementation of standards committee.

### Individual Members

- Understand and abide by the “Statement on Chapter & Individual Responsibility.”
- Take individual responsibility for their actions; understand that the future existence of the chapter and Sigma Phi Epsilon Fraternity depends on their common sense and good judgment.
- Know their role if there is a crisis. See “Crisis Management” procedures.
- Complete Membership and Lease Agreements.

### House Manager

- Conducts inspections of building and grounds and makes a plan to correct any deficiencies. See “Chapter House Self-Inspection” at [www.sigep.org](http://www.sigep.org).
- Plans and implements fire drills, including procedures to account for all members after a chapter house evacuation.
- Works with chapter officers, volunteers, and campus officials to see that operations comply with health, fire, and building codes. Keeping a neat and orderly house is essential.
- Suggests capital improvements.

of only one beverage at a time. The hosting organization(s) is responsible for monitoring the party to make sure no one is drinking without a wristband.

- **Ending Times and Alcohol Checkout** — All parties should have a designated ending time. Thirty minutes before the designated ending time, an announcement must be made to the effect that the bar will be closing and that persons must start removing their beverages from the bar. During this time, all remaining tickets will be cashed in, and all drinking will cease by the designated ending time. All alcohol belonging to individuals must be removed at this time. If anyone wishes to leave the party prior to the designated ending time, that person may cash in his/her remaining tickets for the rest of his/her alcohol, and must immediately leave the party.

- **MONEY CANNOT BE COLLECTED AT THE DOOR FOR ALCOHOL AT A CHAPTER FUNCTION.** Guests of legal drinking age who choose to consume alcohol must purchase it through a third-party vendor or use the BYOB method.
- **ALL CHAPTER FUNCTIONS MUST COMPLY WITH ALL CAMPUS, LOCAL, STATE, AND NATIONAL LAWS.**

Recommended actions:

- **SET A STARTING AND ENDING TIME.** Guideline: four hours
- **RESTRICT/PARTITION THE PARTY AREA TO MEET FIRE AND SAFETY CODES** (occupancy limits, etc.)—**BOTH INDOORS AND OUT.** In this way, you can control the crowd, identify problems as they develop, etc. Have one entry into the party so uninvited guests cannot gain access without your knowledge.
- **SERVE FREE FOOD** (low salt, high protein) **AND NON-ALCOHOLIC BEVERAGES.**

Other considerations for social functions:

An invitation to your function should be an honor.

- Distinguish your chapter; invest your social funds in outstanding entertainment, food, and decorations.
- If a function is held away from the chapter house, rent a bus or arrange transportation with professional drivers. **NO ONE SHOULD DRIVE IF THEY HAVE HAD AN ALCOHOLIC DRINK.**
- Hold “dry” parties that emphasize a theme or event.
- Do not promote alcohol as the center of the party or allow members or guests to engage in drinking games.
- Respect an individual’s right not to drink.
- Inspect the location prior to a party for potential hazards.
- Discourage “road trips.”

## IS IT CONSENSUAL SEX...OR SEXUAL ASSAULT?

**Sexual harassment** is words or actions of a sexual nature that continually or repeatedly annoy and/or disturb an individual. These words or actions make the victim feel anxiety, anger, or discomfort.

**Sexual assault or rape** is a physical attack of a sexual nature. It includes, but is not limited to, date or acquaintance rape, stranger rape, and gang rape. It is a crime of aggression, dominance, and violence. Legal definitions of rape vary from state to state but, generally, it is defined as:

Forced sex, against the will of the victim; and sex with a person who is unable to resist OR GIVE CONSENT due to the effects of alcohol or drugs, or who gives perceived consent while intoxicated.

**Allegations of rape have surfaced after:**

- Large, open parties, with no alcohol management where a stranger assaults a guest.
- Cajoling or pressuring a date to have sex after she said no, especially if sexual contact takes place after she was under the influence of alcohol or drugs and, worse yet, not of legal drinking age.
- Member and guest (both intoxicated) have sex that only one person perceived consensual. A person is not able to legally give consent if they are too drunk or high.

**There are huge costs associated with these claims, both human and financial.**

- Allegations alone can affect a person’s reputation.
- If criminal charges are filed, the dollars necessary for defense are large, and most attorneys must be paid “up front” before they will defend you. (The Fraternity’s liability policy will not pay for defense or any judgments against an individual perpetrator.)
- Sanctions can include time in prison.
- Membership may be terminated and education disrupted.
- Pain and emotional trauma suffered by victim and accused.

**What the chapter should do:**

Follow the “Smart Events” guidelines.

- Parties should create an atmosphere that fosters respect for all individuals.
- Make sure the chapter house is a safe place for your members and guests.

Recruit members who respect others as well as themselves.

- Men who hold adversarial views of women are more likely to rape.

- Alcohol exaggerates the mood one is in. If you are depressed when you start drinking, you'll get more depressed; if you're angry, you'll get angrier, etc.
- Alcohol will decrease your inhibitions; it will not increase your sex drive.

### A Gift of Peace (Vaughn & Walsh, 1988).

When you are with a brother  
you are learning what you are  
because you are teaching what you are.  
He will respond either with pain or with joy,  
depending on which teacher you are following.  
He will be imprisoned or released according to your decision,  
and so will you.  
Never forget your responsibility to him,  
because it is your responsibility to yourself. (p. 66)

## CRISIS MANAGEMENT

### IT CAN HAPPEN TO YOU...

The preceding information has been devoted to the prevention of crises. Yet, we must be prepared to react quickly and effectively should a tragedy occur.

Educate members before a crisis:

- **Review procedures in the membership development program.** The first priority should be the health and safety of each member, and the chapter in general. All members must know who is in charge and be prepared to follow instructions.
- **The president should take charge of an emergency situation.** The president may, and perhaps should, consult with other members who possess more expertise or insight. The final decision, however, must rest with the president.
- **If the president is absent, the next ranked officer is in charge.** All chapter officers should know where to find a copy of the chapter's emergency procedures.

Initial steps:

- **The president (or next in line) takes charge.**
- Usually, first call emergency number(s), usually 9-1-1, so appropriate emergency personnel (police, fire, ambulance) can respond.
- **Close the chapter house at once.** The president cannot give instructions and maintain control if members are leaving and strangers are entering. Permit only your members and appropriate officials to enter. Assign one or more responsible members to calmly guard the door.
- **Notify your chapter counselor:**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

- **Notify Headquarters—(804) 353-1901—during business hours or the Sigma Phi Epsilon 24-hour crisis hot line—(800) 767-1901—after business hours.** A member of the Headquarters staff will contact you within 15 minutes.
- **Assemble your members in a group** (in case of fire, assemble outside, in front near the street).
  - ⇒ All should remain calm.
  - ⇒ Explain there is an emergency, but that it is under control.
  - ⇒ Remind members that only the president or chapter counselor can speak for the Fraternity—members are not to speak to anyone about the crisis.
  - ⇒ Do not discuss details, speculate on events or otherwise elaborate on the situation. Often, litigation follows crisis. Statements made could later be used in court.

EDUCATE MEMBERS:

- On sexual assault/harassment awareness
- That alcohol will decrease inhibitions, not increase sex drive.

Help change social norms, i.e., rape jokes, sexist attitudes, condemn abuse of women.

Hold individual members accountable for their actions.

What individuals should do:

Communicate with each other about sex so that each party understands how the other feels. Remember, alcohol impedes communication. (If you are thinking about having sex with someone but don't have the courage to discuss it with her, then you shouldn't have sex with her.)

Don't have sex with anyone who has not clearly said "yes" to sexual contact while sober.

If you have any doubts at all, then you shouldn't have sex.

- Remember, "NO" ALWAYS MEANS "NO."
- If a partner says "maybe," or "I'm not sure," assume "NO" is the answer.
- If you're getting mixed signals, either ask what is meant or assume "NO" is the answer.

And be certain your partner is at least 18 years old.

Do you have the *right* to end a sexual encounter at any time during that encounter for any reason whatsoever? Of course you do! So why shouldn't your date have the same right?

Drugs associated with sexual assault or rape:

- **Rohypnol** — Powerful sedative that comes in tablet form, and when dissolved in a drink, it is tasteless, odorless, and colorless.
- **GHB** — Synthetic drug found in a clear liquid form, and when mixed in a drink, it also is odorless and colorless. But, GHB may have a slightly salty taste to it. GHB acts quickly and may cause dizziness, nausea, vomiting, seizures, respiratory depression, intense drowsiness, unconsciousness, coma, and death.
- **Special K (Ketamine Hydrochloride)** — A legal drug sold as a veterinary sedative or hospital grade anesthesia. When used in humans, the drug acts as a dissociative anesthesia; it renders the user vaguely aware of, but comfortably detached from, all bodily sensations. It is an off-white powder, but in diluted form, it looks like slightly cloudy water.

These types of drugs, which are used to facilitate sexual assaults, are an increasing problem on college campuses. Without the victim's knowledge, these drugs are slipped into their drinks. As a result, the victim becomes incapacitated and may even lose consciousness. Then, the victim is sexually assaulted.

The combination of these drugs with ALCOHOL can be lethal!

Be aware of these dangerous drugs and keep them out of the chapter facility or any event associated with the Fraternity.

- **Contact appropriate campus officials:**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

- **Fully cooperate with appropriate authorities.**

Dealing with the media:

- If contacted, only the president or chapter counselor should speak for the chapter.
- Avoid "no comment" as it leads to speculation. Instead, make a simple statement:
  - ⇒ **We are aware that an incident occurred and are cooperating fully with the police and university officials who are investigating.**
  - ⇒ Keep repeating the above statement if you are pursued further. Do not give in because you are asked the same question several different ways.
- Never release names or admit liability.

Serious injury or death of a member:

- **DO NOT NOTIFY THE PARENTS.** Medical or police personnel who are trained in this will notify the family. You should always have parent/guardian information on file available to proper authorities. After you know that the family has been notified, it is appropriate for a chapter representative to call and share your concern.
- In the event of a death, do not remove any personal items from the room. Do not let members enter the room. Allow only authorized personnel to enter the room. If possible, keep the door locked. Ask the family what their wishes are in regard to the member's possessions. You may offer to pack them in boxes, but it is more likely that the family will want to do this themselves. Before they arrive, be sure that any borrowed items are returned. When the family arrives, have empty boxes available and offer your help. Understand that this is a difficult time for them and they may want privacy.
- Coordinate member attendance at the funeral or memorial service. Along with your chapter counselor, discuss with the family or the family's clergyman the possibility of conducting Sigma Phi Epsilon's memorial service, which is available through Headquarters.
- In the case of serious injury or illness, find out the visitation wishes of the family and coordinate this with members of the chapter.
- SigEps outside your chapter may want to help. Headquarters should coordinate the appropriate responses.

Follow-up:

- University staff are usually available for member counseling and general assistance. Individual and group counseling is strongly recommended following any crisis situation.
- **An Incident Report Form should be filled out and sent to Headquarters within 24 hours of the incident.**

SIGMA PHI EPSILON FRATERNITY  
INCIDENT REPORT FORM

(Call Headquarters with this information within 24 hours of incident. Crisis Hot Line (804) 257-7666)

Chapter Name:	School Name:
Chapter Address:	Chapter Phone:
Person making report:	Your Title or Relationship to Fraternity:
Your Phone No.:	Your Address:
DATE OF INCIDENT:	TIME OF INCIDENT:
DATE REPORTED TO HEADQUARTERS:	DATE REPORTED TO INSURANCE CO:

Location and Street Address of Incident:
On premises or off-premises:
Was alcohol involved in this incident?:
Was this a new member activity?:

DESCRIPTION OF WHAT HAPPENED AND WHO WAS INVOLVED: (Use additional page if necessary.)


INJURED PERSON(S): (Use additional page if necessary.)

Name:	Name:
Sex:	Sex:
Age:	Age:
Member or Non Member?:	Member or Non Member?:
Street Address:	Street Address:
City/State/Zip:	City/State/Zip:
Telephone:	Telephone:

WITNESS(ES): (Use additional page if necessary.)

Name:	Name:
Street Address:	Street Address:
City/State/Zip:	City/State/Zip:
Telephone:	Telephone:

CONTACT PERSON: (At Chapter)

Name:
Phone:
Address:

WAS A POLICE REPORT MADE:	CHAPTER COUNSELOR or KEY VOLUNTEER:
Police Department:	Name:
Police Department Telephone:	Street Address:
Officer Name:	City/State/Zip
Report #:	Telephone:
SEND 1 COPY TO SIGMA PHI EPSILON HEADQUARTERS PO Box 1901, Richmond, VA 23218 Fax: (804) 359-8160	
KEEP 1 COPY FOR CHAPTER SEND 1 COPY TO YOUR CHAPTER COUNSELOR	

# Yea and Nea: On Being an Optimist Realist

By Abraham Maslow

Contributor's note: When Abraham Maslow became famous in the 1960's as a leader of humanistic psychology, he frequently found himself criticized for being too optimistic—even a Pollyanna—about human nature and its potential. Maslow never accepted such criticism as valid, and indeed, viewed most self-proclaimed realists as egotistically frustrated, even embittered former idealists. In this unpublished article, written in October 1967, Maslow offered an explicit personal statement about this issue.

I do not accept the general tendency in our fashionable intellectual world of literary criticism, art and music, criticism, and political commentary. The general tone in this world of public writers and talkers is to stress helplessness, anguish, and powerlessness. Their typical message is that no one can affect the world, the government, other people, or even the self. There are some individuals who are exceptions to my statement, but they are few compared to the general tendency to be pessimistic, anguished, whining, and self-pitying.

I must confess that I just do not feel this way. I do not feel helpless, manipulated, or hopeless. I feel myself to be my own boss. I feel active and self-directing. I have some say in determining my fate. And as I look back over my life, I always have.

For instance, I recently wrote a protest letter to my two United States Senators concerning the military take-over in Greece. If my letter does not in itself change our foreign policy, I do not give up or declare that "It's no use" or "Nobody listens to me" or "I've wasted my time." I have not wasted my time, I would feel. I have done what one person among two hundred million people can do.

Why should I expect to determine American foreign policy all by myself? Why should I expect a couple of letters to affect the whole hierarchy of government? Am I the only person in the world? In the United States? Wouldn't such disillusionment and disappointment over the lack of response to my letters imply that I would then want to be dictator? To determine foreign policy all by myself? To have my own way? How about other people and their opinions?

I feel very democratic and realistic about this matter. There are many other people involved and they certainly have different opinions. I think it is eminently compatible with human dignity—indeed, necessary for my own dignity—that I clearly have my say. But it is not necessary for my personal dignity that everybody agrees with me immediately or falls into place as soon as I give the word.

I accept fully the democratic principle of being a "good loser" and a "good sport" about a political decision made democratically. If I am outvoted, my way is to assume good will and honest intentions (until the evidence contradicts this view), to swallow my disappointment or anger, to shake hands and say "The voice of the people has spoken."

And then I will keep on trying to make my voice heard, or my arguments accepted. This is also a course within the democratic procedure.

In another context, many people experience shock, disillusionment and hopelessness upon learning that a trusted friend has behaved in a bad way. But this is the same kind of mistake—even a childish one—of demanding omnipotence, omniscience, and in this case, even an "X-ray" eye.

I have learned to take for granted that many people with whom I'm close, or who charm me at first sight, or who look very noble to me, will slowly go downhill in my opinion as I get to know them better and watch them behave in a wider variety of situations. (Fortunately, this is not always true. Often enough, the more intimate and lengthy the relationship, the more I respect or love that person).

Shall I become disillusioned if somebody with whom I casually chatted in our first meeting is subsequently revealed to be surprisingly foolish, inefficient, or malicious so that I become less charmed and respectful? Why should I expect to be a wizard, an all-seeing eye? Why should I expect to make infallible and unchangeable judgments on the basis of a brief conversation? Of course, one does not get to know a person well in a first contact. For my part, I keep in mind that first impressions are often less likely to be better than tenth impressions because people, understandably, generally seek to make a favorable impression upon first meeting.

In short, I don't seek perfection in human nature. To do so is a big mistake and a sure path toward disillusionment and unhappiness in life.

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Editor's note: INFOCHANGE is delighted to publish this article written by one of humanistic psychology's greatest influences, Abraham Maslow. This is the first of a series of articles provided by Edward Hoffman, Maslow's biographer, who offered these manuscripts to Nels Goud, past-President of AHEAD and INFOCHANGE Contributing Editor. Hoffman, himself will be contributing articles in the future.